



**APPROVED MINUTES**  
**SUNNYVALE HOUSING & HUMAN SERVICES**  
**COMMISSION**  
**NOVEMBER 15, 2006**

The Housing & Human Services Commission met in a regular session in the West Conference Room at 456 W. Olive Ave., Sunnyvale City Hall, Sunnyvale, CA 94086 on November 15, 2006 at 7:01 p.m. with Chairperson James Callan presiding.

**ROLL CALL**

**Commission Members Present:** Chair James Callan, Commissioners Ann Andersen, Micki Falk, and Charles Keeler

**Commission Members Excused Absent:** Vice Chair Timothy Persyn and Commissioner Damon Kali

**Commission Members Unexcused Absent:** None

**Staff:** Ernie DeFrenchi, Affordable Housing Manager; Katrina Ardina, Housing Programs Analyst; and Victoria Chambers, Housing Senior Office Assistant

**PUBLIC ANNOUNCEMENTS**

None

**CONSENT CALENDAR**

A. Review and Approval of the October 25, 2006 Minutes

Commissioner Meyering felt his absence from the October 25, 2006 Commission meeting should have been excused. After briefly presenting his reasoning, Chair Callan requested that Commissioner Meyering's absence should be changed to an excused absence.

The Chair requested that the roll call section of the minutes instead of noting excused and unexcused absences, it should reflect Commission members' absentee status as pending a final embodied draft of the minutes.

**Commissioner Andersen made a motion to approve the Draft Minutes of October 25, 2006 as amended. Commissioner Keeler seconded.**

**Motion carried 4 – 1, Commissioner Meyering dissenting, Commissioners Kali and Persyn absent.**

## **CITIZENS TO BE HEARD**

None.

## **PUBLIC HEARINGS/GENERAL BUSINESS**

### **A. Recommendation for Priority Funding Needs**

Housing Program Analyst, Katrina Ardina, provided the Commission with a background on the purpose of identifying priority funding needs. She informed the Commission of three items that had been identified by staff to further guide and assist the Commission in making a recommendation to Council. Emergency rental assistance and after-school programs for youth were needs identified by various agencies in Appendix A of the Consolidated Plan. The third need is senior transportation, which the City formerly funded through VTA/Outreach and Escort. However, during the last funding cycle this agency did not submit an application. This area was noted as a medium need. The Commission may want to identify senior transportation as a gap in services.

Per the Commissions' comments at the last meeting, staff reviewed the Columbia Neighborhood Center's classes. After-school programs are offered, but tutoring classes are not provided as part of those services.

Commissioner Falk stated that she would like to know how Project Sentinel's funding is used. Ms. Ardina stated that Project Sentinel is paid for counseling and mediation types of services on a case-by-case basis. Funding is also provided for outreach activities.

Ms. Falk asked if she could talk to the Project Sentinel staff as a member of the public for Landlord and Tenant issues. Chair Callan asked if Commissioner Falk would like to be part of a subcommittee to look into the projects provided by Project Sentinel.

The Affordable Housing Manager clarified the procedure as to how a Commissioner may visit an agency.

Commissioner Keeler suggested that Commissioner Falk be provided with information about the agency prior to a visit. Ms. Ardina stated that staff have the audit report and other relevant information in the file.

Chair Callan stated that Commissioner Falk might review the agency's information, and then decide whether or not she would still like to make a site visit. If she would, at that point staff could arrange a visit.

Commissioner Falk stated that it seems as though Support Network for Battered Women needs additional funding. She suggested that more funding could be provided to create more room for shelter or to pay for an additional social worker.

Chair Callan stated that judging by the information that staff provided to the Commission, there does not seem to be a lack of funding to support Sunnyvale individuals.

Commissioner Andersen stated that there are other sources of funding for this agency and the amount of funding that the City provides is limited as there are several agencies to which funding is provided.

Commissioner Keeler quoted a portion of the Consolidated Plan's Appendix A (Page A-6) regarding mental health services available for youth. He feels that the lack of counseling services for youth is problematic in light of the increasing gang activities. Commissioner Keeler suggested that the City look into a collaboration with Santa Clara County and the National Alliance on Mental Illness (NAMI).

Commissioner Falk stated that the JFK counseling Center is located in her neighborhood near Project Sentinel.

Chair Callan asked Commissioner Falk if she was suggesting that perhaps the facilities currently available in Sunnyvale are adequate for the needs of Sunnyvale residents.

Commissioner Falk stated that the City would have to look into them. The JFK University started a counseling center for kids at the school near her home.

Commissioner Andersen asked if that is within the Cupertino school district.

Commissioner Falk stated that it was formerly the Cupertino school district.

Commissioner Andersen stated that her top priorities are the same as Commissioner Keeler's suggestions to recommend counseling and mental health services as priority funding needs.

Commissioner Keeler stated that if there is a particular agency that has the capacity to provide mental health services, additional funding could be provided to that agency for the purpose of providing mental health counseling.

Commissioner Meyering stated that he feels that there is overlap between counseling for battered women and youth.

**Commissioner Keeler made a motion to have the Commission input to Council the Commissions' recognized need of additional assistance for battered women and mental health facilities in Sunnyvale. Commissioner Andersen seconded.**

Chair Callan made a friendly amendment to include in-school or after-school counseling programs for youth.

Commissioner Keeler felt that counseling is very broad and some of the agencies currently funded already include counseling as offered services, whereas, no currently funded agencies offer mental health counseling. This area of counseling is an overlooked need of the community.

Chair Callan retracted his friendly amendment.

**Commissioner Keeler amended his motion to reflect that the Commission recommend to Council that additional mental health resources be available to facilitate access for the citizens of Sunnyvale.**

Commissioner Andersen agreed to the amended motion and stated that there is a shortage of social workers and counselors, per the high cost of living in this area. This problem is contributing to the reason counseling services are not available.

**Motion carried 5 – 0, Commissioners Kali and Persyn absent.**

**B. Review of Draft Request for Proposals Packet for FY2007/08**

Ms. Ardina mentioned that the motion made for priority funding needs will be incorporated in the Request for Proposals (RFP) packet, and presented in a Report to Council.

Ms. Ardina also mentioned that the RFP will not be sent to the outside groups until December. Therefore, the Commissioners have time to provide comments to staff.

The Commission did not have comments on the Draft RFP.

**Commissioner's Oral Comments:**

Commissioner Meyering asked how the status of the two absent individuals will be marked down.

Chair Callan stated that the roll call will show Commissioners as absent, not as excused or unexcused. The status will be determined at the next meeting by the Commissioner's statement regarding absence from the previous meeting.

Commissioner Meyering mentioned a report to Council that was generated regarding the BMR program. The Commission was not sent this report, and he feels that the Commission should have been included in its distribution.

Chair Callan stated that reports are available to the public, and the Commission is able to look at these reports without having staff send the reports directly to the Commission.

Mr. DeFrenchi mentioned that the City's website offers an option through an e-bot to send information to the public on council agenda items and other related items.

Commissioner Meyering feels that staff should send all reports related to the Housing Division to the Commission.

Chair Callan stated that other Commissioners may feel differently than Commissioner Meyering.

Mr. DeFrenchi stated that the reports to Council regarding budget modifications are part of internal administrative processes.

Commissioner Meyering stated that activities of the Housing Division that are presented to Council as reports should be forwarded to the Commission.

Commissioner Andersen asked if it would be possible to have this information provided to the Commission through routine reports, and suggested that this information be provided bi-annually if it would be helpful.

The Commission had no further comments.

**Staff Comments:**

Mr. DeFrenchi stated that as the Commission does not have any agenda items for December, the Commission may make a motion to cancel the December meeting.

**Commissioner Meyering made a motion to cancel the December HHSC meeting. Commissioner Falk seconded.**

**Motion carried 5 – 0, Commissioners Kali and Persyn absent.**

Ms. Ardina mentioned Vice Chair Persyn's comment at the last meeting regarding a multi-cultural outreach group. The Office of the City Manager presented a report to Council in October to Council that addressed this issue.

Commissioner Falk expressed some feelings on the aforementioned report to Council, stating that many members of the public were displeased with the intent of the report.

No further comments were made.

**INFORMATION ONLY ITEMS**

None.

**ADJOURNMENT**

Chair Callan adjourned the meeting at 8:10 PM.

Respectfully submitted,

Annabel Yurutucu  
Housing Officer